



BUREAU OF STANDARDS JAMAICA TENDER NOTICE CAFETERIA CONCESSIONAIRE

The Bureau of Standards Jamaica invites Tenders from an experienced Concessionaire with knowledge of the principles and processes for providing excellent customer service, to operate its Cafeteria, by providing on-site meals, with the option of off-site preparation and on-site serving of meals for its staff at 6 Winchester Road, Kingston 10. The Cafeteria operates Monday to Friday between the hours of **7:00 a.m. and 2:30 p.m.**

The Contract will require the successful concessionaire to provide between 120-150 lunches per day, including a vegetarian meal, sandwiches, salads, snacks and beverages for employees. The daily number of lunches may fluctuate, based on the quality of the service delivered. The chosen supplier may also have to cater for on-site meetings.

The Concessionaire should possess the following and submit supporting documentary evidence:

1. A minimum of three (3) years experience in operating a cafeteria concession of similar size and is currently in operation;
2. At minimum, a Diploma in Institutional Management or other relevant or equivalent qualification from an accredited institution;
3. A minimum of two (2) years experience in food preparation and presentation;
4. Certification of staff from a recognized institution;
5. Valid Food Handlers Permit for each proposed staff;
6. Requisite Licence and permit to operate a food handling establishment;
7. Valid Tax Compliance Certificate (TCC);
8. Be registered as a Government supplier with the National Contracts Commission (NCC);
9. Good financial credit rating. A statement from a recognized financial institution certifying the financial capacity of the concessionaire to operate the concession;
10. Three (3) months capital for commencement of operation.

Proposals should include:

- Samples of a weekly menu, which should include a vegetarian meal;
- Proposed cost per meal;
- References from three (3) previous concession;
- Proposed number of operating staff.

Contract Duration

The contract will be for **two (2) years** in the first instance, subject to periodic financial and performance reviews.

Collection of Tender Document

Tender documents will be available as of **Monday, 19 September 2016**, between the hours of **9:00 a.m. and 4:00 p.m., Monday to Friday**, at the Customer Service Department, First Floor, 6 Winchester Road, Kingston 10.

Briefing Session/Site Inspection: A site meeting will be held at the Bureau of Standards Jamaica, 6 Winchester Road, Kingston 10, on **Monday, 26 September 2016 at 3:30 p.m.**, for interested Bidders.

Return of Tenders

Completed Tenders along with the required documents should be deposited in the Tender Box in the Lobby, Ground Floor, Bureau of Standards Jamaica, 6 Winchester Road, Kingston 10, no later than **3:00 p.m. on Friday, 07 October 2016**, addressed to:

**“Cafeteria Concessionaire”
Human Resource Management & Development Division
Bureau of Standards Jamaica
6 Winchester Road
Kingston 10**

Tenders submitted after this time and date will automatically be disqualified.

Tender Opening

Tenders will be opened on **Friday, 07 October 2016 at 3:15 p.m.** in the Packaging Meeting Room, 6 Winchester Road, Kingston 10. Bidders or their representatives are invited to attend the Opening.

The Bureau of Standards Jamaica reserves the right not to accept the lowest, or any other tender or to annul the tender process and reject all Tenders at any time prior to the award without incurring any liability.



REQUEST FOR EXPRESSIONS OF INTEREST SELECTION OF FIRMS

**JAMAICA: FOUNDATIONS FOR COMPETITIVENESS AND GROWTH PROJECT
Loan No.: 8408-JM**

**Assignment Title: Creating the Framework for a Merger Review -
Competition Law Technical Assistance and Regulatory
Drafting Consultant**

Reference No.: FCG/CON/013

1. BACKGROUND

The Government of Jamaica has secured a loan from the World Bank to finance a project entitled **“Foundations for Competitiveness and Growth (FCG).”** Consulting services (“the Services”) are being sought to provide services to MICAF through its Agency the FTC, for amendment of the Fair Competition Act and Regulations to include the mergers and acquisition regime and for capacity building and training. Results to be achieved by the Consultant are as follows:

1. Preparing proposals for new provisions to be included in a new Part in the amended FCA and Regulations, ensuring that the law speaks directly to the operation of a merger review regime that is appropriate for Jamaica.
2. Ensuring that the proposal reflects efficiency of merger control policy and control of unwarranted concentration of economic power so that the costs for businesses are proportionate to the expected benefits and investments in Jamaica.
3. Conduct training for the FTC staff and relevant stakeholders in merger and acquisition to support the implementation of the proposed amendments to the FCA, regulations as necessary and guidelines.

The full text of this Request for Expressions of Interest, including the shortlisting criteria and the detailed Terms of Reference can be found at <http://pioj.gov.jm/VacanciesTenders/TenderNotices/tabid/116/Default.aspx>, <http://www.jamaicatradeandinvest.org/about/tender-invitations> and <http://www.jftc.gov.jm>

The Planning Institute of Jamaica now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the services. Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **September 30, 2016 at 16:00 hours** Jamaica time.

Further information can be obtained at the address below during office hours.

**Mrs. Monique Harper-Griffiths
Telephone: (876) 935 5082
Facsimile number: (876) 906 5011
Electronic mail address: Monique_Harper_Griffiths@pioj.gov.jm
and dwint@pioj.gov.jm**



Development Bank of Jamaica Limited

The Development Bank of Jamaica (DBJ) invites eligible persons to respond to its Request for Proposal (RFP) to conduct a gap analysis on Jamaican university incubators and develop an action plan with individually tailored programmes for each.

The suitably qualified/experienced consultant should have experience in university business incubation and entrepreneurial development. The Scope of Work includes, but is not limited to the following:

- Conduct an in depth assessment of each incubator, to determine its capacity to develop and graduate high potential entrepreneurs, and identify any gaps within the services provided.
- Recommend an appropriate incubation model for each incubator to nurture and support viable and sustainable businesses with the ability to scale globally.
- Prepare a Strategic Plan for each university incubator.

Eligibility Criteria:

Valid Tax Compliance Letter (TCL)

Contact Information:

Project Coordinator, Jamaica Venture Capital Programme (JVCP)

Address:

11A-15 Oxford Road, Kingston 5

E-mail

venturecapitaljamaica@dbankjm.com

Telephone Nos.:

(876) 929-4000 / 619-4000

Tender Document: Download the Request for Proposal (RFP) from DBJ's or JVCP's Website at: www.dbankjm.com or www.venturecapitaljamaica.com

Bid Document Available:

Monday 12th September, 2016

Tender Closing Date:

Monday 3rd October 2016 at 4:00 p.m.

Tender Opening:

Development Bank of Jamaica,
Monday, 3rd October 2016 at 4:15 p.m.

The DBJ reserves the right to cancel this tender at any time without incurring liability.



PETROJAM LIMITED

Invitation to Bid

Supply and Installation of 15 ton Central Air Conditioning Packaged Unit and Distribution Air Duct for Antilles Farmhouse – Phase 2

Petrojam Limited hereby invites sealed bids from eligible bidders for the **Supply and Installation of 15 ton Central Air Conditioning Packaged Unit and Distribution Air Duct for Antilles Farmhouse – Phase 2** at its Refinery located at 96 Marcus Garvey Drive, Kingston, Jamaica.

Eligibility Requirements: (1) Copy of valid Tax Compliance Certificate (TCC); (2) Proof of registration with the National Contracts Commission's certificate in the category of **Heating, Ventilation, Air Conditioning, Refrigeration Grade 4 minimum**

A **mandatory** Site Visit will be held on **Tuesday, September 27, 2016 at 10:00 a.m.**, at the Petrojam Limited, Kingston Refinery, 96 Marcus Garvey Drive, Kingston 15, Jamaica, W.I. location.

Collection of Bidding Documents

Bidding Documents will be available from the Receptionist, **Petrojam Limited**, 75 Marcus Garvey Drive, Kingston 15 as of **Monday, September 19, 2016 to Monday, September 26, 2016** between the hours of **9:00 a.m. and 4:00 p.m.**, at a cost of Two Thousand Jamaican Dollars (**J\$2000**) in the form of cash or manager's cheque. **Failure to purchase the bidding documents directly from Petrojam Limited shall result in the rejection of the bid.**

Bids shall be valid for a period of ninety (90) calendar days after the bid closing date. Bids must be submitted by **Monday, October 3, 2016 at 10:00 a.m.**

For additional information please visit Petrojam Limited's website at <http://www.petrojam.com>

NOTICE

PLEASE CHECK THE
MINISTRY'S WEBSITE FOR THE
FULL DOCUMENTS



Jamaica Defence Force

Invitation for Bids

Mechanical Lifts for Newcastle Multi-Purpose Building 2016-17/06/Engr

1. The Jamaica Defence Force (JDF) invites sealed bids from eligible and suitably qualified bidders for the **Supply and Installation of Mechanical Lifts at the Newcastle Multi-Purpose Building Military Training Wing located in Newcastle, St Andrew.**

2. Bidders must possess a valid Tax Compliance Certificate and must be registered with the National Contracts Commission in the category of Elevator, Escalator and Moving Walkway Systems (Grade 3 and above).

3. A complete set of bidding documents in English will be available electronically on the Jamaica Defence Force website procurement page at jdfmil.org as of Tuesday 6 September 2016.

4. Bids shall be valid for a period of one hundred twenty (120) days after bid closing and shall be deposited in the tender box located at the Finance Office, Headquarters Jamaica Defence Force, Up Park Camp, Kingston 5 on or before 3:00 p.m. on 21 September 2016. Late bids will be rejected.

5. Bids will be opened in the presence of the bidders' representatives who choose to attend at the Force Conference Room, Up Park Camp at 3:30 p.m. on 21 September 2016.

6. Interested eligible bidders may obtain further information from the Staff Officer Logistics (acquisitions.disposals@jdf.mil.jm) or at 926-8121 Ext 2399.

Advisory on Bid Securities - Tender Bonds

Permanent Secretaries, Heads of Departments, Chief Executive Officers and other Heads of Procuring Entities are hereby being advised of the following guidelines relating to the acceptance of Tender Bonds as forms of Bid Securities.

Pursuant to Section A7.6.1 – Bid Security, Volume 2: Procurement of Goods, Services and Works in the Revised Handbook of Public Sector Procurement Procedures (March 2014): “Bid Security may be required for contract values above Fifteen Million Jamaica Dollars (JMD\$15M) as a condition of participation in procurement proceedings.” The Procuring Entity must utilize a range of 0.05% to 2% of the comparative estimate to determine and request a fixed sum for the Bid Security.

A Bid Security is a requirement used to assure compensation to the Government of Jamaica for the time and money lost, if the successful bidder fails to honour the bid and the contractual obligations therein. The procuring entity, in its discharge of the procurement function is fully responsible for ensuring that bidders are made aware of a requirement to provide a bid security.

The acceptable forms of bid security must be issued from a reputable financial institution and are limited to:

- i. an irrevocable letter of credit or
- ii. a Bank guarantee or
- iii. a bid bond issued by a surety which is incorporated and domiciled in Jamaica or
- iv. a bid-securing declaration or
- v. a certified manager's cheque or
- vi. an insurance certificate.

A Bid Bond is deemed valid and acceptable if it satisfies all of the following criteria:

- i. It is denominated in Jamaica Dollars or the equivalent amount in a freely convertible currency;
- ii. It is issued by a surety incorporated and domiciled in Jamaica or if the institution issuing a bond is located outside of Jamaica, it must have a correspondent financial institution located in Jamaica to make it enforceable.
- iii. It conforms with the bid validity period prescribed in the bidding documents;
- iv. It is issued in the name of the bidder. In the case of a joint venture, it must be issued in the name of all the partners in the joint venture;
- v. It shall be worded in the same language as the Bid Security Form, provided in the Bid Documents;
- vi. It is duly executed by the bidder/contractor. That is, it meets all the necessary legal requirements to render the document as a valid, enforceable legal instrument:
 - It is signed, witnessed and dated by all the relevant parties, as set out in the Standard Bidding Documents;
 - It is stamped by the Stamp Office of Jamaica, in keeping with the Stamp Duty Act, as proof of payment for the relevant Stamp Duty. The Stamp Duty Division within the Tax Administration of Jamaica (TAJ) issues a Vermillion seal on the bond and a validation barcode, which is placed on the reverse of the consideration (first) page.

With respect to the Stamp Duty requirement, it must be noted that the Commissioner General of the Tax Administration of Jamaica (TAJ) in the exercise of his powers under Section 80A of the Stamp Duty Act, may “enter into an agreement with any person for the composition, in accordance with the provisions of this section, of the stamp duty chargeable under this Act on any item specified in this agreement”. Under this agreement, an organization on composition will process in-house the document, putting the Stamp Duty Medallion on the documents of which the Tender Bond is included, as indication of such treatment.

That is, **“The STAMP DUTY PAID”** Medallion shall be printed at the top right hand corner of the first page of the Applicable Documents or as close thereto as the circumstances shall permit. Therefore, in such a case the medallion becomes the evidence as opposed to the Vermillion seal placed on documents for the walk-in taxpayers.

Permanent Secretaries, Heads of Departments, Chief Executive Officers and Heads of Procuring Entities are advised to bring this circular to the attention of all affected personnel.